

*Vietnam*

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# Salary Guide 2022





PERSOLKELLY is a joint venture established in 2016 between PERSOL HOLDINGS (previously Temp Holdings) and Kelly Services to cater to the rising workforce employment needs of the emerging Asia Pacific market. We are one of the largest workforce solutions providers in the region, spanning over 45 offices across 13 markets, including Australia, China, Hong Kong, India, Indonesia, Malaysia, New Zealand, Philippines, Singapore, South Korea, Taiwan, Thailand and Vietnam.

Our reach, scope, and scale of operations have set the industry standards for cross-border recruitment and holistic workforce solutions. Since inception, PERSOLKELLY has placed over 59,000 positions across the region and works together with 98% of Fortune 100TM companies for their workforce solution needs.

In Australia and New Zealand, the PERSOLKELLY brand is owned and operated by Programmed after they acquired Kelly Services in April 2020.

## About PERSOLKELLY Vietnam

Founded more than 20 years ago, PERSOLKELLY Vietnam (formerly known as First Alliances) is one of the leading and largest HR agencies in Vietnam, with a growing team of more than 190 professional recruitment and HR consultants in Ho Chi Minh City and Hanoi. We provide end-to-end HR services with expertise in 10 different industries. We combine our expertise with human insights to provide strategic solutions for your HR needs to achieve more together.

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## SALARIES

**Methodology:** Salary range figures included in our **PERSOLKELLY Vietnam Salary Guide 2022** are derived from the combination of data collected from our internal expert sources as well as latest data from recently placed Talents within our PERSOLKELLY Vietnam's system.

# Our Services



Focusing on the important parts of your business, so you can move with confidence

As marketplaces turn increasingly global, so do the challenges faced by HR and business leaders. It has been our mission to keep up with these challenges, define and solve specific staffing needs, thereby allowing companies the time and freedom to focus on their core business.

We provide holistic and integrated end-to-end HR solutions, comprising of Permanent Recruitment, Temporary Staffing, Executive Search, Payroll Outsourcing, Recruitment Process Outsourcing, and Consulting.

PERSOLKELLY Vietnam specializes in Accounting, Banking, Finance & Insurance, Construction & Real Estate, Consumer Goods, Healthcare, HR & Administration, Hospitality, Industrial, IT & Telecommunication, Supply Chain. We are also one of the firsts to incorporate the Japan Desk – to also provide a one-stop hiring solution for our Japanese clients.



Executive Search & Selection



Temporary/  
Contract Staffing



Payroll  
Outsourcing



Recruitment Process  
Outsourcing



The future of workforce is transforming in the world of technology, and the pandemic has accelerated the pace with remote work. Our expertise and presence across APAC will allow you to gain new insights to the right talent solution.

In meeting the Future of Work, we offer borderless customized solutions, leveraging on our capabilities as Regional Specialist in End-to-End HR Solutions. We want to partner you in your journey to build workforce solutions to meet your business needs.

We design and deliver workforce end-to-end solutions in 13 markets across APAC offering following services



Borderless  
Recruitment



Flexible Workforce  
Solution (FWS)



Global Professional  
Employer Organization  
(GPEO)



HR Advisory

Whatever the workforce challenges, we will handle it with care and commitment. Together, we'll help you achieve more.

Contact Us: [TalentsSolution@persolkelly.com](mailto:TalentsSolution@persolkelly.com)

# Executive Overview

The Covid-19 pandemic has impacted the unemployment rate in Vietnam and it has caused a significant change of lifestyle among most Vietnamese as the people adapted to the new norm.



General Statistics Office of Vietnam also recorded a decline in month-on-month employment rate. The Unemployment Rate in Vietnam increased from 2.62% in the second quarter of 2021 to 3.72% in the third quarter of 2021<sup>1</sup>.

If the infection rate of Covid-19 could be contained by December 2021, Vietnam's GDP is expected to reach between 3.5% to 4% by the end of 2021<sup>2</sup>. This forecast is 0.8% lower than the projection made by the World Bank Group in July 2021, right after the first outbreak in H1, as the World Bank Group has to take into account the fact that the ongoing Covid-19 pandemic has impacted the country's economic activity negatively.

If the latest forecast turns out to be accurate, Vietnam would fall short of its target growth rate for two consecutive years. This will affect the implementation of the overall development plan for the period of 2021 till 2025. In 2020, Vietnam recorded 2.92% of GDP growth due to the impact of Covid-19 pandemic.

The Delta variant of Covid-19 poses a threat to the global economy and the pandemic may last longer than expected.

While businesses acknowledge that this is an uphill battle, Vietnam companies are expected to re-accelerate their business operations.

# Executive Overview

In this situation, businesses should equip themselves to manage both the vaccinated and unvaccinated employees better. For example, employers have taken up an active role in vaccinating their employees to help their organizations in achieving herd immunity sooner. Flexible work schedules have been implemented to ensure that at any point in time, only a maximum of 50% of vaccinated employees is allowed to work at the office. At the same time, employers are guided to implement procedures and protocols to safeguard the employees.

To thrive in the current business' environment, companies have to compete in hiring for the best Digital Marketing Talent as the demand for digital skillset is increasing.

In recent years, the demand for digitally equipped Talents with relevant skills is increasing because of digitization, and this has a significant impact on the job market. Organizations, particularly in the Asia Pacific region, have to quickly embark on the digital transformation journey to streamline operations and reach out to digital-savvy consumers. These developments are driving demand for next-generation sales professionals who can harness the power of analytics, digital tools and agile processes.



The Covid-19 disruption also has led these agile companies to take advantage of the rapidly evolving digital marketplace to generate demand from the reliable online platform so that they may engage with their target markets such as clients and end consumers. In order to generate sales from the digital marketplace, companies need to hire Talents who have expertise in Technology, Business Development, Digital Marketing or E-commerce<sup>3</sup>.

The unprecedented impact of the pandemic has clouded the economic outlook and employment market. However, we will continue to provide relevant insights on the overall salary

outlook so that it will help you in talent sourcing and strategizing for your HR needs to stay on top of the game.

We are here to help you and together we can manage the uncertainties better. Let's achieve more, together.

A handwritten signature in black ink, appearing to read "Cong Ong".

**Cong Ong**  
General Director, PERSOLKELLY Vietnam  
Head of Regional Business Group

<sup>1</sup> <https://tradingeconomics.com/vietnam/unemployment-rate>

<sup>2</sup> <https://en.vietnamplus.vn/vietnams-gdp-growth-may-reach-354-percent-in-2021-if-pandemic-well-controlled-in-september/208033.vnp>

<sup>3</sup> <https://www.persolkelly.com.vn/2021-apac-workforce-insights>

# SALARIES

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# Accounting

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The 4<sup>th</sup> wave of the Covid-19 pandemic occurred from May to October 2021 and it caused a great turbulence in the job market for the Accounting and Corporate Finance industries. Many employees were affected negatively due to job insecurities, layoffs, rotating work schedules, reduced working hours, and pay cuts.

As the market opens up and adapts to the new normal, it is predicted that Accounting Firms will go through a higher turnover in the first quarter of 2022. There will be more vacancies for senior level positions in Corporate Finance after the Tet holiday.



# Accounting

## TOP 10 In-demand Skills



Adaptability



Industry Knowledge



Budgeting & Forecasting



Finance Transformation



Financial Reporting



Financial Analysis



Auditing



Taxation



Financial Accounting



Internal Controls

## Ho Chi Minh City



### JOB TITLES

### EXPERIENCE (YEARS)

### MIN

### MAX

#### INTERNAL ACCOUNTING & FINANCE

Job Title	Experience (Years)	Min	Max
Chief Financial Officer	12-20	5,000	15,000
Finance Director	12-20	4,000	10,000
Financial Controller	10-15	4,000	10,000
Senior Finance Manager	N/A	N/A	N/A
Finance Manager	8-12	3,000	6,000
Financial Analyst	2-6	1,500	2,500
Internal Audit Director	10-20	5,000	9,000
Internal Audit Manager	6-12	3,000	6,000
Treasury Manager	6-12	2,000	4,000
Tax Manager	6-12	2,000	4,000

## Hanoi



### EXPERIENCE (YEARS)

### MIN

### MAX

Job Title	Experience (Years)	Min	Max
	12-20	5,000	13,000
	12-20	4,000	10,000
	10-14	2,500	5,000
	10-14	3,000	4,000
	8-12	2,000	3,500
	2-6	800	2,000
	N/A	N/A	N/A
	5-8	1,500	3,000
	N/A	N/A	N/A
	N/A	N/A	N/A

# Accounting

*Ho Chi Minh City*



JOB TITLES	EXPERIENCE (YEARS)	MIN	MAX
<b>INTERNAL ACCOUNTING &amp; FINANCE</b>			
Chief Accountant/Accounting Manager	6-12	2,000	4,500
Deputy Chief Accountant/ General Accountant	3-8	1,000	2,500
Accounts Receivable/Accounts Payable/ Accounting Executive	2-4	700	1,000
<b>EXTERNAL FINANCIAL SERVICE*</b>			
Director Level (Local & Expat)	10-15	7,000	12,000
Director Level (Expat)	N/A	N/A	N/A
Director (Local)	N/A	N/A	N/A
Manager Level (Expat)	8-10	4,000	7,000
Manager Level (Local)	8-10	2,000	4,000
Assistant Manager Level (Expat)	5-8	2,500	4,500
Assistant Manager Level (Local)	5-8	1,000	2,000
<b>MANAGEMENT CONSULTING SERVICE</b>			
Director	15-20	8,000	20,000
Manager	10-15	4,000	10,000
Senior Consultant	N/A	N/A	N/A
Consultant	5-7	2,000	6,000

*Hanoi*



EXPERIENCE (YEARS)	MIN	MAX
5-8	1,000	3,000
3-5	800	2,000
2-4	500	1,000
<b>*</b>		
N/A	N/A	N/A
8-12	7,000	15,000
8-12	4,000	6,000
8-10	2,500	6,000
8-10	1,500	5,000
5-8	2,000	3,500
5-8	1,000	1,500
<b>*</b>		
15-20	10,000	20,000
10-15	4,000	10,000
7-10	2,000	4,000
5-7	800	2,000

\* Including Audit, Accounting, Tax, Forensic, Risk Management Advisory Services

Salary Range (per month) – Unit: USD

# Banking & Finance

Vietnam's banking landscape is set to accelerate digital transformation in 2022. The Covid-19 pandemic has led to a major change in customer behavior and the way customers work with banks. Digital platforms will most likely become the favored and predominant channel for banks and financial institutions. These banks and financial institutions will be actively hiring and opening up more positions as digital transformation is fully integrated into the business operations. The newly created roles include Sales and Marketing, Partnership and Business Development, IT, Risk Management, Legal Compliance and Human Resources for various levels of positions.

Transformation Heads, Risk Managers, Underwriters and Credit Policy Makers, Credit Analysts, Communications Specialists and Investor Relations Managers are examples of the highly sought-after roles for this year. Talents who improve their skill sets in Credit Analysis, Financial Accounting and Financial Reporting will be able to get the most out of the emerging job opportunities.

Besides these roles, companies are constantly managing the Covid-19 risk, therefore they are always looking out for Talents with these skill sets: Process Improvement Management, Strategic Planning, Problem Solving and Risk Management. These skills will help the companies manage the challenges that the pandemic may pose in the future.



# Banking & Finance



*Ho Chi Minh City*



JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## BANKING

### BOARD OF MANAGEMENT

CEO	10+	25,000	40,000
Deputy CEO	10+	15,000	30,000

### FRONT OFFICE - RETAIL BANKING

Head of Retail Banking	10+	10,000	30,000
Branch Director/Manager	6-8	2,000	7,000
Transaction Manager	6-8	1,500	5,000
Regional Sales Director/Manager	10+	3,000	6,000
(Provincial) Retail Sales Manager	6-8	1,000	2,000
Retail Team Leader/Supervisor	5-7	1,000	1,500
Retail Senior Relationship Manager	3-5	800	1,500
Retail Relationship Manager	0-2	400	1,300

*Hanoi*



EXPERIENCE (YEARS)

MIN

MAX

	10+	15,000	30,000
	10+	10,000	15,000
	10+	8,000	15,000
	6-8	1,500	5,000
	6-8	1,500	2,000
	8-10	3,000	6,000
	6-8	1,200	2,000
	5-7	700	1,500
	3-5	600	1,000
	0-2	500	800

# Banking & Finance



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## BANKING

### FRONT OFFICE - CORPORATE BANKING

Head of Corporate Banking	10+	10,000	30,000
Head of Sales	7-10	5,000	15,000
Regional Sales Director	8-10	2,500	10,000
Business Center Director	8-10	2,500	8,000
Senior Relationship Manager	4-8	2,000	8,000
Relationship Manager	2-5	1,000	5,000
Assistant Relationship Manager	0-2	600	1,200

### OPERATION DEPARTMENT

Operations Manager	7+	2,000	6,000
Senior Operations Officer	3-5	1,000	1,500
Operations Officer	2-3	500	1,000

### CREDIT APPROVAL DEPARTMENT

Head of Credit Approval	8+	4,000	10,000
Credit Manager	6+	2,500	6,000
Senior Credit Officer/Specialist	4-6	1,500	3,000
Credit Approval Officer	2-4	500	2,000



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

10+	10,000	15,000
7-10	4,000	7,000
8-10	2,500	6,000
8-10	2,500	6,000
4-8	1,500	5,000
2-5	800	3,500
0-2	600	800
7+	2,000	5,000
3-5	1,000	1,500
2-3	500	1,000
8+	4,000	8,000
6+	2,500	4,000
4-6	1,500	2,500
2-4	500	1,000

# Banking & Finance



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## BANKING

### RISK MANAGEMENT DEPARTMENT

Risk Management Director	8+	7,000	20,000
Risk Management Manager	4-8	2,500	7,000
Senior Risk Management Officer	3-5	1,500	2,500
Risk Management Officer	2-4	600	1,200

### INTERNAL AUDIT DEPARTMENT

Internal Audit Director	10+	4,000	7,000
Internal Audit Manager	7-10	3,000	5,000
Internal Audit Specialist	5-7	1,500	2,500
Internal Audit Officer	2-5	600	1,300

### COLLECTION DEPARTMENT

Head of Collection	6-10	4,000	8,000
Collection Manager	5-7	2,000	5,000
Collection Specialist/Officer	3-5	700	1,200

### TREASURY DEPARTMENT

Head of Treasury	10+	10,000	20,000
Deputy Head of Treasury	8-10	6,000	12,000
Senior Treasury Sales	6-8	1,200	3,000
Treasury Officer	4-5	1,000	2,000
Head of Treasury (Local Bank)	N/A	N/A	N/A
Deputy Head of Treasury (Local bank)	N/A	N/A	N/A
Senior Treasury Sales (Foreign Bank)	N/A	N/A	N/A
Treasury Officer (Local bank)	N/A	N/A	N/A



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

	8+	7,000	10,000
	4-8	2,000	4,000
	3-5	1,500	2,500
	2-4	600	1,200
	10+	4,000	6,000
	7-10	3,000	5,000
	5-7	1,300	2,500
	2-5	600	1,300
	6-10	3,000	8,000
	5-7	2,000	5,000
	3-5	600	1,200
	N/A	N/A	N/A
	10+	7,000	10,000
	8-10	3,000	6,000
	6-8	1,200	3,000
	4-5	1,000	2,000

# Banking & Finance



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## BANKING

### TRANSACTION BANKING DEPARTMENT

Head of Transaction Banking	8+	4,000	12,000
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### CONSUMER FINANCE

#### SALES DEPARTMENT

National Sales Director	8-10	5,000	8,000
Regional Sales Manager	5-7	3,500	4,700
District Sales Manager/Hub Manager	3-4	900	2,000

#### RISK AND COLLECTION DEPARTMENT

Head of Collection	10-20	3,000	6,000
Security Manager	5-7	1,700	2,500
Field Collection Manager	5-7	1,700	3,000
Underwriting Manager	5-7	1,700	2,500
Anti-Fraud Manager	5-7	1,700	3,000

#### QUALITY ASSURANCE DEPARTMENT

Head of Quality Assurance	8-15	3,000	5,000
Project Manager	5-10	2,500	3,500

#### OPERATION DEPARTMENT

Head of Telesales	10-20	3,500	5,000
Operations Manager	5-10	2,500	3,500
Call Center Manager	7-10	2,000	3,500
Telesales Manager	5-7	2,000	3,500
Customer Service Manager	5-7	2,000	3,500



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

N/A	N/A	N/A

8-10	5,000	8,000
5-7	3,500	4,700
3-4	900	1,800
7-10	3,000	5,000
5-7	1,700	2,500
5-7	1,700	2,500
5-7	1,700	2,500
5-7	1,700	2,500
8-10	3,000	5,000
5-7	2,200	3,300

6-8	3,500	4,700
5-7	2,200	3,300
5-7	2,750	3,500
4-6	2,200	3,300
5-7	2,200	3,300

# Banking & Finance



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## FUND MANAGEMENT

Investment Director	10-20	10,000	15,000
Senior Investment Manager	7-8	5,000	10,000
Investment Manager	5-7	3,000	5,000
Investment Officer	2-3	1,500	3,000
Investor Relation Officer	4-6	1,500	2,000
Head of Research	10-20	6,000	15,000
Senior Research Manager	5-10	3,500	8,000
Senior Research Analyst	3-7	2,000	3,000
Research Analyst	0-4	600	2,000
Trading Manager	4-8	1,800	2,500
Regulatory Affairs Person In Charge	5+	2,000	4,000

## SECURITIES

Head of Research	10+	5,000	10,000
Senior Research Manager	5-10	2,000	6,000
Senior Research Analyst	4-8	2,000	3,000
Research Analyst	0-4	600	2,000
Trading Manager	4-8	1,800	2,500
Regulatory Affairs Person in Charge	10+	2,000	4,000
Senior Investment Banking Manager	7+	3,000	7,500
Brokerage Branch Director	10+	2,500	4,000
Brokerage Branch Deputy Director	10+	2,000	3,000



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

10-15	8,000	12,000
7-8	4,500	10,000
5-7	3,000	5,000
2-3	1,200	2,700
4-6	1,500	2,000
10-15	3,000	7,000
5-8	2,500	5,000
3-5	1,000	2,500
0-4	500	1,000
4-8	1,800	2,500
5+	2,500	4,000

10+	2,000	5,000
5-10	1,500	4,000
4-8	1,000	2,300
0-4	600	1,000
4-8	1,800	2,500
10+	2,500	4,000
7+	3,000	5,000
10+	2,500	4,000
10+	2,000	3,000

# Banking & Finance



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## LIFE INSURANCE

### BANCASSURANCE

Head of Bancassurance	10-20	5,000	10,000
Senior Manager	7-15	2,500	6,000
Relationship Manager	5-7	800	2,000
Relationship Officer	1-3	500	800

### AGENCY

Agency Director	10-15	4,500	10,000
Senior Manager	7-10	2,500	4,000
Manager	5-7	1,500	3,000
Insurance Specialist/Officer	1-2	500	800

### UNDERWRITING

Head of Underwriting	10-15	2,500	4,500
Manager	7-10	2,000	3,000
Assistant Manager	5-7	1,500	2,000
Executive	3-5	1,000	1,500

### CLAIM

Head of Claim	10-15	2,500	3,500
Senior Manager	7-10	2,000	2,500
Manager	5-7	1,500	2,000
Assistant Manager	2-3	1,000	1,500



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

10-15	4,500	7,000
7-10	2,500	4,000
5-7	800	2,000
1-3	500	800
10-15	4,500	10,000
7-10	2,500	4,000
5-7	1,500	3,000
1-2	500	800
10-15	2,500	4,500
7-10	2,000	3,000
5-7	1,500	2,000
3-5	1,000	1,500
10-15	2,500	3,500
7-10	2,000	2,500
5-7	1,300	1,700
2-3	1,000	1,500

## Banking & Finance



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

### LIFE INSURANCE

#### ACTUARIAL

Chief Actuary	10-15	10,000	20,000
Senior Manager	7-10	5,000	8,000
Manager	5-7	4,000	5,000
Actuary Officer	2-3	1,500	2,500

#### PRODUCT

Head of Product Management	10-15	6,000	10,000
Head of Product Solution	7-10	3,000	5,000



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

10-15	10,000	20,000
7-10	5,000	8,000
5-7	4,000	5,000
2-3	1,500	2,500
N/A	N/A	N/A
N/A	N/A	N/A

## Banking & Finance



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

### NON-LIFE INSURANCE

#### SALES & MARKETING

Sales Director	10-15	2,500	5,000
Sales Manager	7-10	1,500	2,500
Deputy Sales Manager	7-10	1,000	2,000
Senior Sales Executive	3-5	800	1,500
Sales Executive	1-2	500	800

#### UNDERWRITING

Head of Underwriting	10-15	2,500	4,000
Underwriting Manager	7-10	2,000	2,500
Assistant Underwriting Manager	5-7	1,000	1,500
Underwriting Executive	1-2	600	1,000

#### CLAIM

Head of Claim	10-15	2,500	5,000
Manager	7-10	2,000	2,500
Assistant Manager	5-7	800	1,200
Claim Executive	1-2	500	800



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

10-15	2,500	5,000
7-10	1,500	2,500
7-10	1,200	1,700
3-5	800	1,500
1-2	500	800
10-15	2,500	4,000
7-10	2,000	2,700
5-7	1,000	1,600
1-2	600	1,000
10-15	2,500	3,500
7-10	2,000	2,500
5-7	800	1,200
1-2	600	800

# Construction & Real Estate

The strict implementation of social distancing to curb the spread of Covid-19 has affected all levels of society, including the people in Ho Chi Minh City and Hanoi in Q3 of 2021. The revenue from Real Estate Sales and Leasing has dropped to the lowest point in the past five years. Customers no longer have confidence in developers as they are afraid that the developers may not be able to deliver the new projects on time.

Vietnam and many countries in the world are in favor of the idea of implementing the vaccine passport so that the countries can reopen the borders and improve the socioeconomic. With the reopening of borders, the Real Estate and Construction industry looks promising in 2022. Experts predict that there will be a surge in property transactions, but the prices may remain consistent for Residential and Commercial sectors. Many developers are heavily investing in developing Industrial Property, and they put in a lot of effort to acquire new projects in the provinces. With new projects underway, the demand for skilled labor employees is still high.



# Construction & Real Estate

## TOP 10 In-demand Skills



Project Management



Business Development



Strategic Planning



Authority Networking



Risk Management



Feasibility Studies



Cost Planning



Contract Management



Sales Planning



Problem-solving

*Ho Chi Minh City*



JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

### REAL ESTATE DEVELOPMENT

#### EXECUTIVE

General Director (Expat)	15+	15,000	30,000
General Director	15+	10,000	20,000
Deputy General Director - Project Management (Expat)	10+	8,000	15,000
Deputy General Director - Project Management	10+	7,000	10,000
Deputy General Director - Investment	10+	7,000	10,000

#### SALES & MARKETING

Head of Sales & Marketing	10+	7,000	10,000
Sales Director	10+	4,000	7,000
Sales Manager	5+	2,000	3,500
Head of Commercial Leasing	10+	4,000	7,000

*Hanoi*



EXPERIENCE (YEARS)

MIN

MAX

N/A	N/A	N/A
15+	6,000	14,000
10+	5,000	10,000
10+	4,000	7,000
10+	5,000	7,000
10+	3,500	7,000
10+	2,500	4,000
5+	1,500	3,000
10+	2,500	5,000

# Construction & Real Estate



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## REAL ESTATE DEVELOPMENT

### SALES & MARKETING

Job Title	Experience (Years)	Min	Max
Head of Industrial Leasing	10+	4,000	7,000
Retail Leasing Manager	5+	1,500	3,000
Industrial Leasing Manager	5+	2,000	3,000
Office Leasing Manager	5+	2,000	3,000
Customer Service/After Sales Director	10+	4,000	7,000
Customer Service/After Sales Manager	5+	2,000	3,000
Marketing Director	10+	5,000	7,000
Marketing Manager	5+	2,000	3,000
PR and Communications Manager	5+	2,000	3,000

### PROJECT MANAGEMENT & DEVELOPMENT

Job Title	Experience (Years)	Min	Max
Project Director (Expat)	15+	10,000	15,000
Project Director	15+	4,000	7,000
Project Manager	10+	2,000	3,500
Government Affair Director	10+	7,000	10,000
General Affair Director	N/A	N/A	N/A
Project Development Director	10+	5,000	8,000
Project Development Manager	7+	3,000	6,000
Planning Manager	7+	2,500	3,500
Investment Director	10+	5,000	7,000
Investment Manager	7+	2,000	3,000
Investor Relations Manager	7+	3,000	4,000



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

Job Title	Experience (Years)	Min	Max
	N/A	N/A	N/A
	5+	1,500	2,500
	N/A	N/A	N/A
	5+	1,500	3,500
	N/A	N/A	N/A
	5+	1,300	2,500
	10+	2,500	6,000
	5+	2,000	3,000
	5+	1,500	3,000
	15+	5,000	10,000
	15+	3,000	7,000
	10+	2,000	4,000
	N/A	N/A	N/A
	10+	2,500	5,000
	N/A	N/A	N/A
	7+	2,000	3,500
	7+	2,000	3,000
	10+	3,500	8,000
	7+	2,000	4,000
	N/A	N/A	N/A

## Construction & Real Estate



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

### REAL ESTATE DEVELOPMENT

#### PROJECT MANAGEMENT & DEVELOPMENT

Asset Director	10+	5,000	7,000
Asset Manager	7+	2,500	3,500
Business Development Manager	7+	3,000	4,000
Head of Property Management	10+	5,000	7,000
Township Manager	7+	2,500	3,500
Property Manager	5+	2,000	3,000
Project Legal Director	10+	5,000	10,000
Project Legal Manager	5+	2,000	4,000
Project Legal Executive	3+	1,000	1,500
Design Director (Expat)	12+	10,000	15,000
Design Director	10+	4,000	7,000
(Concept) Design Manager/ Chief Architect	5+	3,000	4,000
Head of Landscape Design	10+	4,000	5,000
Landscape Manager	5+	1,500	3,000
Urban Planning Manager	5+	1,500	3,000
MEP Director	10+	4,000	6,000



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

N/A	N/A	N/A
7+	2,000	4,000
7+	2,000	5,000
N/A	N/A	N/A
7+	1,500	3,000
N/A	N/A	N/A
12+	6,000	8,000
10+	3,000	5,000
5+	2,000	3,000
N/A	N/A	N/A
5+	1,500	3,000
10+	2,500	5,000
N/A	N/A	N/A

## Construction & Real Estate



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

### REAL ESTATE DEVELOPMENT

#### PROJECT MANAGEMENT & DEVELOPMENT

MEP Design Manager	5+	2,000	3,000
MEP Manager	5+	2,000	3,000
Construction Manager	5+	2,000	2,500
QA/QC Manager	5+	2,000	2,500
HSE Manager	5+	2,000	2,500
Cost & Contract Director	10+	5,000	7,000
QS Manager	5+	2,000	2,500

#### INDUSTRIAL REAL ESTATE

General Director	N/A	N/A	N/A
Head of Industrial Leasing	N/A	N/A	N/A
Industrial Leasing/ Sales Manager	N/A	N/A	N/A
Industrial Leasing/ Sales Executive	N/A	N/A	N/A
Key Account Manager	N/A	N/A	N/A
Business Development Manager	N/A	N/A	N/A



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

	5+	1,500	4,000
	5+	1,500	4,000
	5+	1,500	2,500
	5+	1,500	2,500
	5+	1,500	3,000
	10+	2,500	4,000
	5+	2,000	3,000
	10+	5,000	8,000
	7+	3,000	5,000
	5+	2,000	3,500
	3+	700	1,500
	5+	2,000	4,000
	5+	2,000	6,000

# Construction & Real Estate



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## REAL ESTATE SERVICES

### REAL ESTATE & PROPERTY SERVICES

Associate Director - Sales	10+	4,000	5,000
Associate Director - Valuation & Advisory Services	10+	4,000	5,000
Associate Director - Research	N/A	N/A	N/A
Head of Commercial	10+	4,000	5,000
Sales Manager	5+	1,800	2,500
Valuation & Advisory Service Manager	5+	1,800	2,500
Research Manager	5+	1,800	2,500
Leasing Manager	5+	1,500	2,000
Project Marketing Manager	5+	1,500	2,500
Marketing & Communications Manager	5+	2,000	4,000

### PROJECT MANAGEMENT

Project Director	10+	5,000	10,000
Project Manager	7+	2,000	4,000
QA/QC Manager	5+	1,500	2,500
QS Manager	5+	1,500	3,000
HSE Manager	5+	1,500	3,000
MEP Manager	5+	1,500	3,000



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

10+	3,000	6,000
10+	3,000	5,000
10+	3,000	4,500
10+	3,000	6,000
5+	1,500	2,500
5+	2,000	3,000
5+	2,000	3,000
5+	1,500	3,000
5+	1,200	2,500
5+	2,000	4,000
10+	5,000	10,000
7+	2,000	3,000
5+	1,500	2,500
5+	1,500	2,500
5+	1,500	2,500
5+	1,200	2,500

## Construction & Real Estate



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

### REAL ESTATE SERVICES

#### CONSTRUCTION FIRM

Job Title	Experience (Years)	Min	Max
Head of Project Management/ Project Director	15+	4,000	7,000
Business Development Director	10+	3,000	5,500
Cost & Contract Manager	7+	2,000	3,000
Project Manager	5+	3,000	5,000
Construction Manager	5+	2,000	3,000
QA/QC Manager	5+	2,000	3,000
QS Manager	5+	2,000	3,000
HSE Manager	5+	2,000	4,000
MEP Manager	5+	2,000	3,000
Site Manager	5+	1,500	2,000



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

Job Title	Experience (Years)	Min	Max
	15+	5,000	8,000
	N/A	N/A	N/A
	7+	2,000	3,500
	5+	2,000	3,000
	5+	1,200	2,000
	5+	1,500	2,500
	5+	1,700	3,000
	5+	1,500	3,000
	5+	1,500	2,500
	5+	1,000	2,000

# Construction & Real Estate



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## REAL ESTATE SERVICES

### ARCHITECT/INTERIOR

Design Director/Head of Design	15+	4,000	5,000
Design Manager/Chief Architect	7+	2,000	3,000
Business Development Manager	7+	2,000	3,000
Business Development Executive	3+	700	1,000
Interior Design Manager	7+	1,500	3,000
Project Manager (Fit-out)	7+	1,600	2,500
Architect	3+	1,000	2,000
Interior Designer	3+	700	1,000
Drafter	2+	400	500
Revit Drafter	3+	450	1,000
BIM Manager	8+	2,000	3,500
BIM Coordinator	3+	1,000	1,500

### OTHERS

Site Expansion Manager	5+	2,500	3,500
Site Expansion Executive	3+	1,000	1,500



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

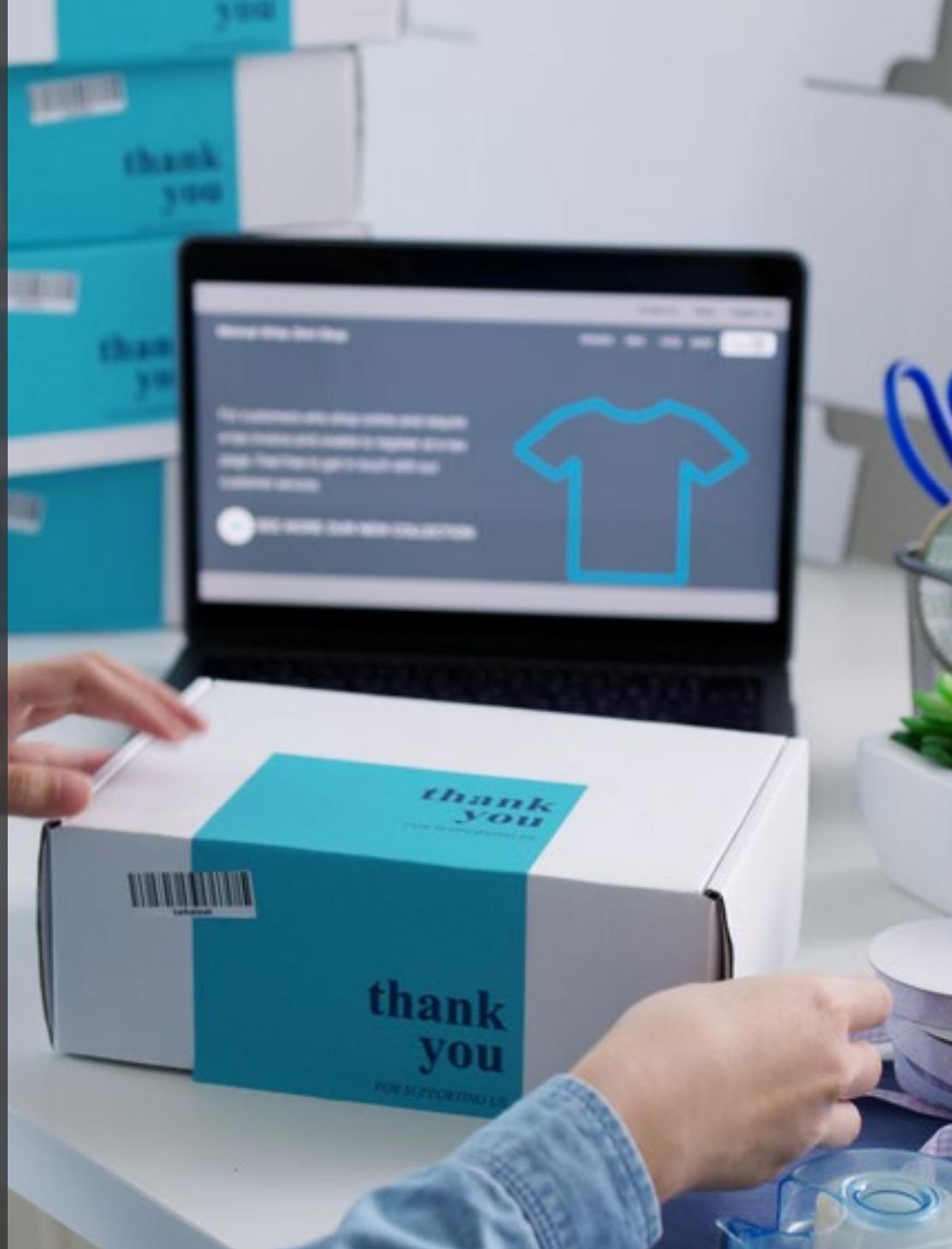
15+	4,000	7,000
7+	2,000	4,000
N/A	N/A	N/A
N/A	N/A	N/A
7+	1,700	3,000
7+	2,000	3,000
3+	800	1,800
3+	800	1,500
2+	500	1,000
3+	700	1,500
N/A	N/A	N/A
N/A	N/A	N/A
5+	1,500	3,500
3+	500	1,000

# Consumer Goods

The Covid-19 pandemic, which caused a 1-month nationwide lockdown and 3-month quarantine, has posed tremendous challenges for businesses across Vietnam. The Retail industry witnessed the longest standstill during this time. However, they quickly built their presence on e-commerce platforms and strategized for selling through multichannel. Retail sales are expected to recover post-pandemic.

Candidates in FMCG are not keen to look out for new job openings in 2021 as they are concerned with job security. Therefore, the supply of Candidates is very limited. At the same time, there are vacancies for positions that need to be filled quickly as companies need Talents with specific skill sets. FMCG will need a large number of employees to fill the roles for Sales and Marketing for the next few years.

Businesses with or without any presence in the marketplace are increasing their headcounts for Talents with digital or e-commerce skill sets. These Talents are in high demand as companies need their expertise to drive digital transformation.



# Consumer Goods

## TOP 10 In-demand Skills



Digital Marketing



Sales Planning



Account Management



Business Development



Sales Training



Sales



Problem Solving /Creative Thinking



Communications /Presentation



Negotiation



Leadership

*Ho Chi Minh City*



JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## FAST MOVING CONSUMER GOODS

### SALES

Commercial Director	15-20	10,000	15,000
Head of Sales	10-15	6,000	10,000
Regional Sales Manager	8-12	3,000	4,500
Area Sales Manager	3-7	2,000	3,500
Modern Trade Head	7-10	4,000	7,500
Key Account Manager	5-10	1,500	3,000
Sales Operation Manager	8+	2,500	5,000
Sales Capability/Training Manager	5+	2,000	3,500

### TRADE MARKETING

Head of Trade Marketing	7-12	5,000	8,000
Trade Marketing Manager	5-10	1,800	2,700

*Hanoi*



EXPERIENCE (YEARS)

MIN

MAX

N/A	N/A	N/A
10-15	4,000	10,000
10+	3,000	5,000
3-10	1,500	3,000
N/A	N/A	N/A
5-10	1,500	3,000
8+	2,000	4,000
5+	2,000	3,500
N/A	N/A	N/A
5-10	2,000	3,500

# Consumer Goods



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## FAST MOVING CONSUMER GOODS

### MARKETING

Job Title	Experience (Years)	Min	Max
Chief Marketing Officer	N/A	N/A	N/A
Marketing Director	6-10	4,500	10,000
Marketing Manager/Category Lead	7+	3,000	5,000
Brand Manager	3-8	1,500	2,500
Assistant Brand Manager	1-3	800	1,500

### RETAIL

Job Title	Experience (Years)	Min	Max
Operation Director	7-10	3,000	4,500
Operation Manager	5-7	1,500	2,000
Head Of Marketing	10+	4,000	5,000
Branch Manager	N/A	N/A	N/A
Store Manager	5-10	800	1,500
Purchasing Director	7-10	2,000	3,500
Merchandise/Category Manager	5-7	1,200	2,000
Merchandiser/Buyer	N/A	N/A	N/A

### FASHION & COSMETICS

Job Title	Experience (Years)	Min	Max
Country Manager	8-10	8,000	10,000
Group Brand Manager	7+	3,000	5,000
Senior Brand Manager	N/A	N/A	N/A
Brand Manager	5+	1,500	3,000



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

Experience (Years)	Min	Max
8-15	4,000	10,000
10+	3,000	5,000
7+	2,000	3,500
3-8	1,500	2,500
1-3	700	1,500

Experience (Years)	Min	Max
N/A	N/A	N/A
5-7	1,500	3,000
10+	3,500	5,000
10-15	3,000	5,000
5-10	1,500	3,000
7-10	2,500	5,000
5-7	1,500	3,000
1-3	500	1,000

Experience (Years)	Min	Max
N/A	N/A	N/A
10+	3,000	5,000
5-10	2,000	3,000

# Consumer Goods



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## FASHION & COSMETICS

Assistant Brand Manager	2-5	1,000	1,500
Operation Manager	3-5	1,000	2,500
Merchandise Manager	3-5	1,200	1,500
Retail Manager	N/A	N/A	N/A
Store Manager	5+	1,000	1,500
Store Supervisor	2-4	800	1,000
Visual Merchandise Manager	3-5	1,200	1,500
Training Manager	5+	1,200	1,500

## COMMUNICATIONS & MEDIA

Managing Director	10+	7,000	9,000
Client Service Head/Group of Account	10+	5,000	6,500
Business Development Director	7+	3,500	4,500
Account Director	7+	4,000	5,000
Account Manager	3-5	2,000	3,000
Media Director	8+	3,000	4,000
Creative Director	8+	3,000	4,000
Art Director	3-8	2,000	3,000
Strategic Planning Director	8+	3,500	4,500
Copywriter	N/A	N/A	N/A
Graphic Designer	N/A	N/A	N/A
Senior Account Executive	2 - 5	1,000	1,500
Account Executive	1 - 3	500	600



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

5+	1,500	2,000
5+	1,500	2,000
5+	1,200	2,000
5-10	1,500	3,000
5+	1,000	2,000
2-4	500	1,000
5+	1,000	2,000
5+	1,000	2,000

N/A	N/A	N/A
10+	3,000	6,000
N/A	N/A	N/A
7+	3,000	5,000
3-10	1,000	3,000
8+	2,000	5,000
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A
2-8	1,000	3,000
2-8	1,000	3,000
2-5	1,000	1,500
1-3	800	1,200

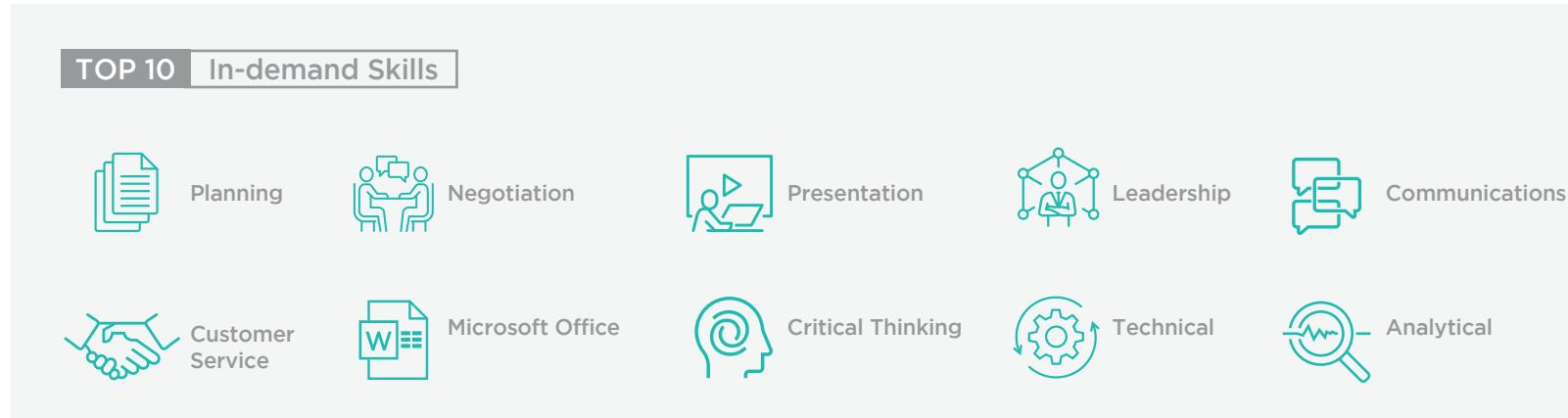
# Healthcare

Vietnam is currently undergoing economic and demographic transformations that provide great potential for its healthcare industry. Vietnam's healthcare industry is segmented into three sub-sectors: medical equipment, pharmaceuticals, as well as hospitals & clinics. Nowadays, healthcare organizations are transitioning their business operations to adopt Health Information Systems (HIS). This system is powered by cloud computing and has data analytics tools to enable smart digital healthcare solutions in real-time.

The healthcare industry is set to see a continuous economic growth. As the consumer market matures, the awareness of the importance of healthcare increases. The positive change in consumers behavior opens up more opportunities for the growth of pharmaceutical and medical device sector. With this growth, quality human resources from the healthcare industry will be in demand. The commercial market sees the highest demand for recruitment.



# Healthcare



*Ho Chi Minh City*



JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## PHARMACEUTICAL & MEDICAL NUTRITION

### GENERAL MANAGEMENT

General Manager	18+	12,000	20,000
Head of Business Unit	15+	7,000	10,000

### MARKETING

Head of Marketing	12+	7,000	8,500
Group Product Manager	10+	5,000	7,000
Product Manager/ Senior Product Manager	6-10	2,500	4,000
Product Executive	4-6	1,000	1,500

### SALES

Head of Sales	15+	6,000	8,000
Second Line Manager	8+	3,000	5,000
First Line Manager	5-10	1,500	2,500

Salary Range (per month) – Unit: USD

*Hanoi*



EXPERIENCE (YEARS)

MIN

MAX

N/A	N/A	N/A
15+	5,000	8,000
N/A	N/A	N/A
N/A	N/A	N/A
5-12	2,000	3,500
3-6	1,000	1,500
N/A	N/A	N/A
10+	3,000	5,000
5-10	1,500	2,500

# Healthcare



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## PHARMACEUTICAL & MEDICAL NUTRITION

### MARKET ACCESS

Head of Market Access	13+	6,500	9,000
National Key Account Manager	10+	4,500	6,000
Regional Key Account Manager	7-10	3,500	4,000
Key Account Manager	3-7	1,500	3,000
Key Account Specialist	1-3	1,100	1,500

### COMMERCIAL EXCELLENCE

Head of Commercial Excellence	15+	5,000	7,500
SFE Manager	8+	2,500	4,500
Sales Force Training Manager	7+	2,000	3,500

### MEDICAL AFFAIRS & CLINICAL RESEARCH

Head of Medical Affairs	18+	6,000	9,000
Medical Affairs Manager/Advisor	10+	3,000	4,500
Medical Science Liaison	5+	1,500	2,500
Head of Clinical	10-15	4,500	6,000
Clinical Research Manager	5-10	2,000	4,000
Clinical Research Associate	3-5	1,500	2,500



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

12+	6,000	8,000
N/A	N/A	N/A
N/A	N/A	N/A
7+	2,000	4,000
5-7	1,000	1,500
N/A	N/A	N/A
3+	2,000	3,000
3+	1,500	2,500
10-15	4,000	6,000
5-10	2,000	4,000
3-5	1,000	2,200

# Healthcare



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## PHARMACEUTICAL & MEDICAL NUTRITION

### REGULATORY AFFAIRS & QUALITY ASSURANCE

Head of Regulatory Affairs	15+	4,500	6,500
Regulatory Affairs Manager	10+	2,200	4,000
Regulatory Affairs Executive	3-5	800	1,700
QA Manager	10+	2,200	4,500
QA Executive	5+	800	1,500

### MEDICAL DEVICE | HOSPITAL | CLINIC

#### MEDICAL DEVICE

Product Manager/Senior Product Manager	10+	2,500	3,500
Product Manager	N/A	N/A	N/A
Sales Manager	10+	2,500	4,000
Sales Executive	2-5	900	1,500
Service Manager	10+	2,000	3,500
Service Engineer	2-7	800	1,200
Application Specialist	2-7	800	1,500

#### HOSPITAL | CLINIC

Chief Operation Officer	15+	6,000	8,000
Operation Manager	10+	3,000	5,000
Head of Marketing	N/A	N/A	N/A
Doctor	5-10	2,500	3,500
Chief Nurse	10+	1,500	3,000
Nurse	2-5	600	1,200



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

	15+	5,000	8,000
	10+	2,500	4,500
	3-5	1,000	2,000
	N/A	N/A	N/A
	N/A	N/A	N/A

	N/A	N/A	N/A
	7+	1,500	2,500
	10+	2,500	3,500
	3-7	800	1,200
	5+	1,500	2,000
	3-7	1,000	1,500
	2-7	900	1,200

	15+	5,000	6,000
	7+	2,500	3,500
	10+	3,000	5,000
	5-10	2,000	5,000
	10+	1,500	3,000
	2-5	600	1,200

# Hospitality

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Since the outbreak of Covid-19 in Vietnam, many businesses have been affected. Hospitality industry suffered the worst impact among all industries. All businesses within this industry such as the international hotels, restaurant chains, multinational airlines as well as smaller family-owned restaurants and accommodations were being affected.

Many hospitality providers realized that international travelers would not be able to visit them anytime soon, thus, they pivoted their businesses to cater to the local tourists so that they could survive through the economic downturn. This industry is predicted to be the slowest to fully recover from the impact of Covid-19. Vietnam has contained the spread of Covid-19 to its minimum and now its hospitality industry is seeing a recovery.



# Hospitality



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## HOTEL

### EXECUTIVE

General Manager (Expat)	15+	6,000	10,000
General Manager	15+	4,000	6,000
Executive Assistant Manager	10+	2,500	5,000

### F&B AND KITCHEN

Executive Chef (Expat)	15+	4,000	8,000
Executive Chef	15+	3,000	5,000
Executive Sous Chef	10+	2,000	3,000
Director of Food and Beverage (Expat)	10+	5,000	8,000
Director of Food and Beverage	10+	3,000	5,000
Food and Beverage Manager	7+	2,000	3,000
Pastry Chef (Expat)	7+	3,000	5,000
Pastry Chef	7+	1,500	3,000

### OPERATION

Director of Rooms	10+	3,000	4,000
Executive Housekeeper	10+	1,500	2,000



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

15+	4,500	8,000
15+	2,500	5,000
10+	2,000	3,500
15+	3,500	7,000
15+	2,000	5,000
10+	1,500	3,000
10+	4,000	7,000
10+	2,500	4,500
7+	1,500	3,000
7+	2,000	4,000
7+	1,000	2,500
10+	2,500	4,000
10+	1,000	2,000

# Hospitality



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## HOTEL

### SALES & MARKETING

Group Director of Sales & Marketing (Expat)	15+	6,000	10,000
Director of Sales & Marketing (Expat)	10+	4,000	6,000
Director of Sales & Marketing	10+	3,000	5,000
Director of Sales	7+	2,500	4,000
Sales Manager	5+	1,500	3,000
E-Commerce Manager	5+	1,000	2,000
Marketing Communications Manager	5+	1,500	2,500
Digital Marketing Manager	3+	1,500	2,000

### F&B CHAINS

General Manager	10+	5,000	8,000
Operations Director	10+	3,000	5,000
Operations Manager	7+	2,000	3,500
Area Manager/District Manager	5+	1,000	2,000
Restaurant Manager/Store Manager	3+	1,000	1,500
Marketing Director	10+	3,000	6,000
Marketing Manager/Brand Manager	5+	1,500	3,000
QA Manager	10+	2,000	5,000
R&D Manager	7+	1,500	2,000
R&D Chef	10+	2,500	5,000
Head Chef/Executive Chef	10+	2,500	5,000



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

15+	5,000	9,000
10+	4,000	6,000
10+	2,000	5,000
7+	2,000	3,500
5+	1,000	3,000
N/A	N/A	N/A
5+	1,000	2,500
3+	1,000	2,000

10+	3,000	7,000
10+	2,500	5,000
7+	1,500	2,500
5+	1,000	2,000
3+	800	1,500
10+	2,000	5,000
5+	1,000	2,500
10+	2,000	4,000
7+	1,000	3,000
10+	2,000	3,500
10+	2,000	4,000

# Hospitality



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## RECREATION

### GOLF

Director of Golf Membership	10+	3,000	5,000
Golf Sales Manager	5+	1,000	2,000
Golf Club Manager	5+	1,500	2,500

### GAMBLING

Operations Manager (Expat)	7+	5,000	7,000
Premium Marketing Manager	7+	3,000	5,000
Guest Service Manager	5+	1,500	2,500

### SPA & FITNESS

Fitness Club General Manager	10+	2,500	5,000
Spa Therapist (Expat)	7+	2,000	3,000
Fitness Manager (Expat)	7+	3,000	4,000
Spa Therapist (Vietnamese)	7+	1,000	2,000
Fitness Manager (Vietnamese)	7+	1,500	2,500



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

10+	3,000	6,000
5+	1,000	2,000
5+	1,500	2,500

7+	3,000	6,000
7+	2,500	5,000
5+	1,000	2,500

10+	1,500	3,500
7+	2,000	3,000
7+	3,000	4,000
7+	800	2,000
7+	1,000	2,500

# Human Resources & Administration

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The Covid-19 pandemic has impacted all companies around the world. Thousands of employers and employees found themselves in a chaotic and uncertain environment. This became a big challenge for human resource operations. The work dynamic between employees changed dramatically. For example, employees now have lesser face-to-face interaction and the workforce is increasingly dispersed. Chief Human Resources Officers (CHROs) have to prioritize planning for work-from-home as well as providing mental and physical health supports to all employees in order to ensure business operations are not affected.

The human resource operations are expected to function at its optimum to ensure the organization is far more resilient than before. CHROs are expected to adopt new tactics in sourcing and hiring the right Talents; learning and growing; managing and rewarding performance; tailoring employee experience; and optimizing workforce planning due to the "new normal" brought by the Covid-19 pandemic.



# Human Resources & Administration



## Ho Chi Minh City



### JOB TITLES

### EXPERIENCE (YEARS)

### MIN

### MAX

#### HR & ADMIN

JOB TITLES	EXPERIENCE (YEARS)	MIN	MAX
<b>HR &amp; ADMIN</b>			
HR Director/Head of HR	12+	6,000	12,000
HR Manager	7-10	3,500	6,000
HR Business Partner Manager	5-8	2,500	4,500
HR Deputy Manager/HR Assistant Manager	5-7	2,000	4,000
HR Supervisor	3-5	1,500	2,500
HR Executive	0-3	400	1,200
Recruitment/Talent Acquisition Manager	4-8	2,000	5,000
Recruitment Manager	N/A	N/A	N/A
Recruitment Supervisor	3-5	1,000	2,000
Recruitment Executive	0-3	400	1,200
Total Reward Manager	5-8	2,000	4,500

## Hanoi



### EXPERIENCE (YEARS)

### MIN

### MAX

12+	4,000	10,000
7-10	2,000	4,000
5-8	1,500	4,000
5-7	1,500	2,500
3-5	1,000	1,500
1-3	400	1,000
5-8	2,000	4,000
4-6	1,500	3,000
3-5	800	1,500
1-3	400	1,000
6-8	1,500	4,000

# Human Resources & Administration

*Ho Chi Minh City*



JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## HR & ADMIN

C&B Supervisor	3-5	1,000	2,500
Learning & Development Manager	5-8	2,000	5,000
Training Manager	4-6	2,000	4,500
Training Supervisor	3-5	1,000	2,500
Admin Manager	5-8	1,500	2,500
Admin Supervisor	0-5	400	1,500
Office Manager	4-6	1,500	2,500
Executive Secretary	4-6	1,200	2,500
Personal Assistant	2-4	600	1,500
Receptionist	0-2	400	1,200

## IN-HOUSE LEGAL

Legal Director	12+	7,000	15,000
Legal Manager	8-10	5,000	8,000
Assistant Legal Manager/ Deputy Legal Manager	7-9	3,000	5,000
Legal Executive	2-6	800	3,000

*Hanoi*



EXPERIENCE (YEARS)

MIN

MAX

3-5	800	2,000
6-8	1,500	4,000
4-6	1,500	3,000
3-5	800	1,500
5-8	1,300	3,000
4-6	800	1,200
4-6	1,000	2,500
4-6	1,000	2,500
2-4	1,000	1,500
0-2	400	700

12+	6,000	14,000
8-10	3,000	6,000
7-9	1,500	3,000
2-5	800	1,500

# Human Resources & Administration



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## LAW FIRM

Managing Partner	10+	8,000	15,000
Partner/Legal Counsel	8-10	6,000	10,000
Senior Associate	6-8	3,000	6,000
Associate	4-6	1,700	3,000
Paralegal	2-4	800	1,700

## COMPLIANCE

Compliance Director	12+	6,000	12,000
Compliance Manager	8-10	4,500	6,000
Assistant Compliance Manager	7-9	2,500	4,500
Compliance Executive	2-6	800	2,500

## EDUCATION

CEO	12+	5,000	12,000
Head Of Sales	7-10	3,000	6,000
Head of Operation	7-10	3,000	6,000
Group Center Manager	10+	5,000	8,000
Center Manager	5+	2,000	4,000
Brand Manager	5+	2,000	4,000
Education Counsellor	1-5	500	2,500
Academic Manager	6-10	2,000	4,000



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

10+	15,000	20,000
8-10	10,000	15,000
6-8	4,000	10,000
4-6	2,000	4,000
2-4	800	1,200

N/A	N/A	N/A

12+	4,000	9,000
7-10	3,000	5,000
7-10	3,000	4,000
10+	3,000	5,000
5+	1,500	3,000
5+	1,500	3,000
1-5	400	1,000
6-10	2,000	4,000

## Human Resources & Administration



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

### EDUCATION

Teacher Coordinator	3-5	500	1,500
Academic Coordinator	N/A	N/A	N/A
Customer Service Supervisor	3-5	500	1,500
Front Office Supervisor	3-5	500	1,500
Native Teacher	1+	1,500	3,000

### IMMIGRATION

Branch Manager	5+	2,000	5,000
Brand Manager	5+	2,000	4,000
Sales Manager	5+	2,000	4,000
Sales Consultant	1-4	500	1,500



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

N/A	N/A	N/A
3-5	1,000	1,500
3-5	800	1,500
3-5	800	1,500
1+	1,500	4,000

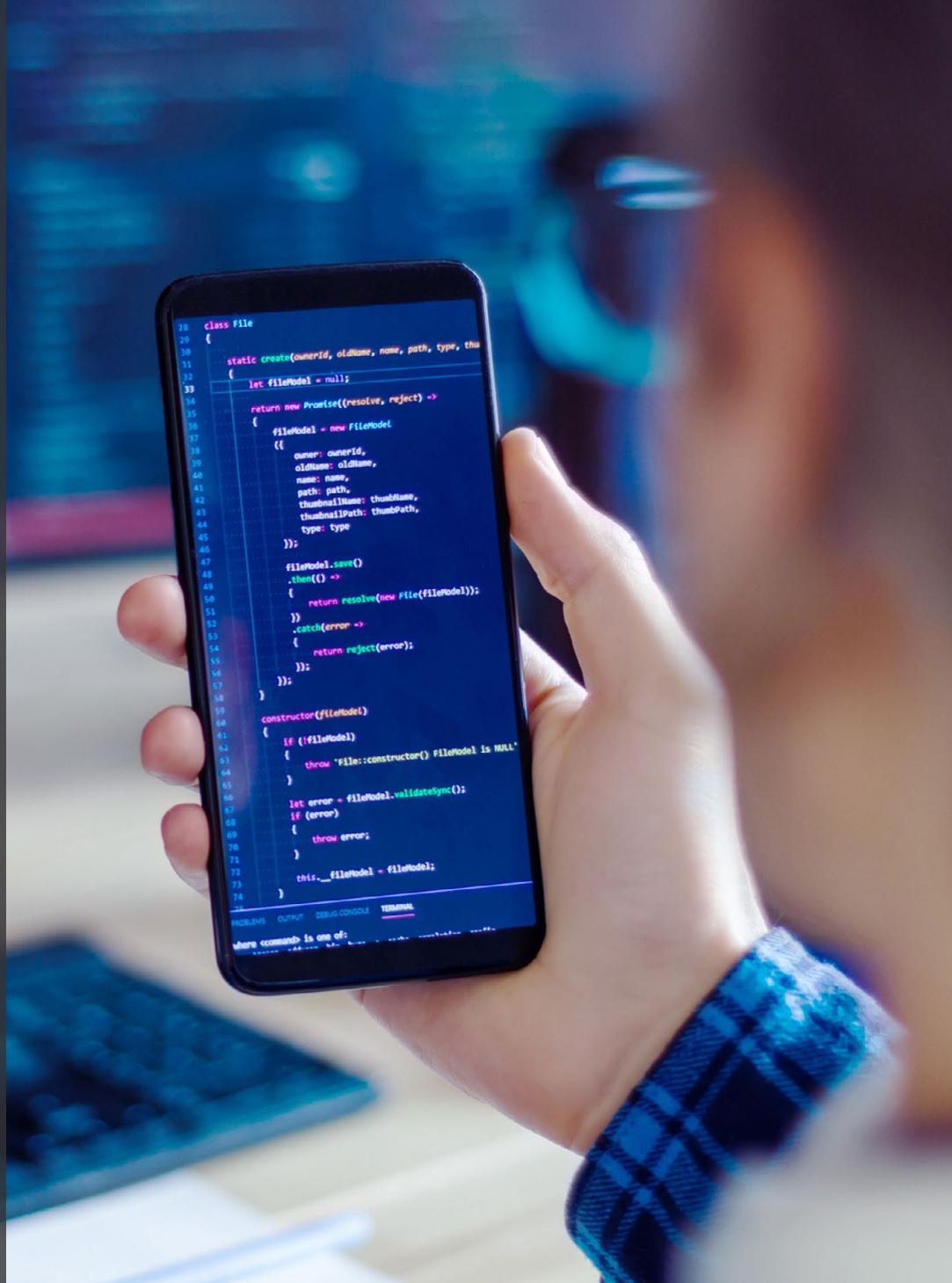
N/A	N/A	N/A

# Information Technology & Telecommunications

Information Technology (IT) and Telecommunications continues to enjoy a significant growth since the start of Covid-19 pandemic.

IT and Telecommunications is one of the fastest growing industries in Vietnam. The use of technology has been inevitable since Covid-19 hit the market as most organizations are forced to change their business operations; employees are encouraged to work-from-home instead to minimize the number of headcounts in the office in order to reduce the risk of Covid-19 infections.

More and more organizations are embracing digital transformation and investing in upgrading their IT systems, including software and hardware. Organizations are willing to invest in technology that helps in protecting their data from cyberthreat and increasing the employees' productivity. Besides system integration, internet of things, AI, cloud computing, big data and cybersecurity, 5G is also trending in this industry. Various industries deploy technology to improve the business capability. On the other hand, many Candidates prefer to work in a company that has technologies which promote remote work.



# Information Technology & Telecommunications

## TOP 10 In-demand Skills



Java



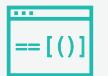
.NET

QA/QC  
(Automation/  
Manual)

Ruby on Rail



Embedded



Python

Mobile  
DevelopmentProduct /Project  
ManagementWeb  
Services

Nodejs

## Ho Chi Minh City



### JOB TITLES

### EXPERIENCE (YEARS)

### MIN

### MAX

#### SOFTWARE DEVELOPMENT

CEO	10+	17,000	28,000	
CIO/CTO	15+	10,000	16,000	
Technical Director/Head of Engineering	12+	7,000	10,000	
Solution Architect	10+	5,000	7,000	
Technical Architect	9-10	3,500	5,000	
Principal Developer	6-9	2,500	3,500	
Senior Developer	3-6	1,500	3,000	
Developer	0-3	600	1,500	
Data Scientist	1-5	1,500	4,500	
Senior Bridge System Engineer (BSE)	6-10	2,000	3,000	
Bridge System Engineer (BSE)	3-5	1,500	2,000	

## Hanoi



### EXPERIENCE (YEARS)

### MIN

### MAX

10+	12,000	25,000
10+	8,000	15,000
10-15	5,000	10,000
5-10	2,500	5,000
5-10	2,000	5,000
7-10	2,500	3,500
3-7	1,500	3,000
1-3	600	1,500
1-5	1,500	4,500
N/A	N/A	N/A
3-5	1,500	2,000

# Information Technology & Telecommunications



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## SOFTWARE DEVELOPMENT

Data Engineer	N/A	N/A	N/A
Delivery Manager/Program Manager	8+	3,000	4,000
Project Manager	5-10	2,500	3,500
Product Manager/Product Owner	5-10	2,500	5,000
Business Analyst	3-8	1,500	3,000
QA/QC Manager	6+	2,000	3,500
QA/QC Engineer	1-6	800	2,000
Senior Tester/Test Lead	3-5	1,000	2,000
Sales Manager/ Business Development Manager	7+	1,800	3,000
Sales Executive/Account Manager	2-7	800	1,800
ERP/SAP Consultant Lead	5-10	2,000	4,000
ERP/SAP Consultant	2-5	1,000	2,000

## IT IN-HOUSE

Head of IT/IT Director	10+	3,000	5,000
IT Manager	8-10	2,000	3,000
IT Infrastructure Support/Network/ System/Help Desk Support	3-8	800	1,500



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

1-3	1,500	4,000
8-12	2,500	4,000
5-10	2,000	3,500
5-10	2,000	5,000
2-5	1,000	2,500
6+	1,500	3,000
1-6	600	1,800
3-5	800	2,000
5-10	1,500	3,500
2-7	600	1,800
5-10	1,500	4,000
2-5	1,000	2,000

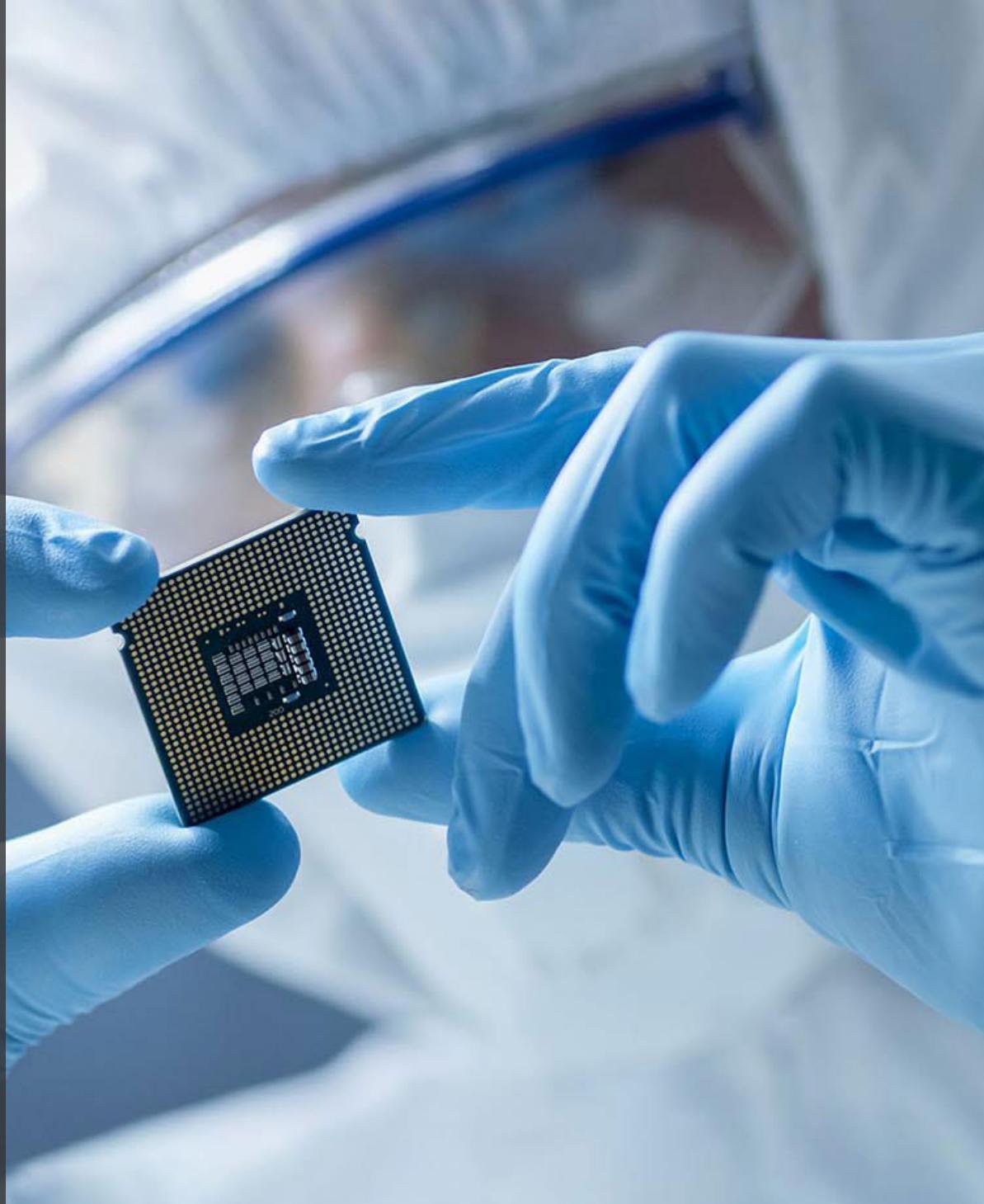
10+	3,000	5,000
5-10	1,500	3,000
2-5	800	1,500

# Manufacturing

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Since the beginning of 2021, Industrial Manufacturing & Trading Firms have changed their hiring requirements. Local firms and MNCs are reducing the work shifts and hiring of Junior Executives, blue-collar labors, C-Level Executives, and Senior Expatriates to reduce the operating cost of production, so that they can reserve the funds to revive the business when opportunity comes.

HR agencies are sourcing for the right Talents who are skillful in controlling the operating cost of production and knowledgeable in managing the risk of Covid-19 infection in a manufacturing environment. These skills are essential in helping the Industrial Firms to survive the Covid-19 impact on their businesses and rebound their businesses in the future. The leaders of Industrial Firms will play a key role in reforming their organizational structures so that the organizations will be more resilient than before.



# Manufacturing



Ho Chi Minh City



JOB TITLES	EXPERIENCE (YEARS)	MIN	MAX
<b>MANUFACTURING</b>			
Senior Technical Manager	8-10	3,500	5,000
Technical Manager	5-7	2,000	3,000
Production/Manufacturing Director	10-15	4,000	7,000
Production/Manufacturing Manager	5-10	2,000	3,000
Production Supervisor	4-6	1,200	1,500
Production Executive	2-5	700	1,100
Operational Excellence/Continuous Improvement Manager	8-12	3,500	5,000
Process Engineer	3-7	700	1,200
Project Management Manager	7-10	3,500	5,000
Facilities/Maintenance/Engineering Director	10-15	3,000	4,000
Facilities/Maintenance/Engineering Manager	7-10	2,500	3,000

# Manufacturing



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## MANUFACTURING

Facilities/Maintenance/Engineering Supervisor	5-7	1,200	1,800
Facilities/Maintenance/Engineering Executive	3 - 5	800	1,000
OHSE/HSE Manager	10 - 15	3,500	4,500
HSE Supervisor	5-10	1,400	2,000
HSE Executive	2 - 5	800	1,200
General Manager/COO (Factory)/Operations Director/Manager	12+	4,000	7,000
Factory/Plant Director	10+	4,000	5,000
Factory/ Plant Manager	10+	3,000	4,000
Design Manager	7-15	3,000	5,000
Design Engineer	3-7	1,200	2,000
Industrial Engineering Manager (IE Manager)	5-10	2,500	3,500
Industrial Engineer	1-5	1,000	2,000
Research and Development Manager	10-15	2,500	4,000
Research and Development Supervisor	7-10	1,500	2,200
Research and Development Engineer	3-7	1,000	1,400

# Manufacturing



Ho Chi Minh City

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## TRADING

### AGRICULTURE

Sales Director	5-10	4,000	7,000
Sales Manager	5-10	3,000	5,000
Marketing Director	5-10	4,000	8,000
Marketing Manager	5-10	3,000	5,000
Product Manager	3-5	2,500	3,500
Key Account Manager	5-10	2,500	3,500
Sales Executive	1-5	600	1,000
R&D Manager	5-10	2,000	3,000
R&D Supervisor	3-5	800	1,500
R&D Executive	1-3	300	600
QA/QC Manager	5-10	2,000	3,000
QA/QC Supervisor	3-5	800	1,500
QA/QC Staff	1-3	300	600
Lab Manager	5-10	2,000	3,500
Lab Supervisor	3-5	1,200	1,500

# Manufacturing



Ho Chi Minh City

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## TRADING

### CHEMICAL

Chief Representative/Country Manager	7-10	5,000	10,000
Technical Sales Director	7-10	4,000	8,000
Technical Sales Manager	5-7	2,500	4,000
Senior Technical Sales Executive	3-5	1,500	2,500
Technical Sales Executive	1-3	600	1,500
Key Account Manager	5-10	2,000	3,000
Technical Service Manager	7-10	2,000	4,000
Lab Manager	5-10	2,000	3,000
Lab Supervisor	3-5	1,100	1,800
QA/QC Manager	5-10	2,000	3,000
QA/QC Supervisor	3-5	800	1,500
QA/QC Staff	1-3	300	600
R&D Manager	5-10	2,000	3,000
R&D Supervisor	3-5	1,000	1,500
R&D Staff	1-3	500	900

# Manufacturing



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## TRADING

### ELECTRICAL/ELECTRONIC

Country Manager/General Manager	5-10	5,000	8,000
Technical Sales & Marketing Director	5-10	4,000	8,000
Technical Sales & Marketing Manager	5-10	3,000	5,000
Technical Sales Director	5-10	4,000	9,000
Technical Senior Sales Manager	5-10	2,000	3,500
Technical Sales Manager	5-10	1,500	2,500
Technical Sales Executive	2-5	600	1,200
Project/Field Sales Manager	5-10	1,500	2,500
Project/Field Sales Executive	2-5	600	1,200
Service/Maintenance Manager	10-15	2,500	3,500
Service/Maintenance Supervisor	5-10	1,200	2,000
Service/Maintenance Engineer	3-5	900	1,000
Quality Manager	10-15	2,200	3,000
Quality Supervisor	7-10	1,400	2,000
Supplier Quality Engineer	4-7	1,200	2,000
Quality Engineer	4-7	1,100	1,800

# Manufacturing



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## TRADING

### MACHINERY/AUTOMOTIVE/HEAVY INDUSTRIAL

Country Manager/General Manager	10+	5,000	10,000
Regional Sales Manager/Sales Manager	3-5	3,000	5,000
Marketing Manager	3-5	3,000	5,000
Sales Engineer/Sales Executive	3-5	800	1,000
Technical Sales	1-3	600	1,000
Project Sales Manager	3-5	1,500	2,500
Project Engineer	1-3	800	1,000

### AFTER-SALES SERVICE

Senior CS Manager/Senior After-Sales Manager (Director)	5-10+	3,500	10,000
CS Manager/After-Sales Manager	3-5	2,000	4,000
CS Supervisor/After-Sales Supervisor (Team Leader)	3-5	1,500	2,000
CS Staff/After-Sales Engineer	1-3	600	1,000
Site Manager/Field Service Manager	3-5	1,500	2,500
Senior Site Engineer/Senior Field Service Engineer	5+	1,500	2,500
Site Engineer/Field Service Engineer	3-5	800	1,500
Site Engineer/Field Service Engineer	1-3	500	1,000

### TECHNICIAN

Senior Technician	5-10	500	900
Operator/Technician	1-5	350	600

# Manufacturing



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## SPECIAL SECTORS

### FURNITURE

JOB TITLES	EXPERIENCE (YEARS)	MIN	MAX
Chief Representative	10-15	3,500	5,000
Sourcing Manager	5-10	2,500	4,000
Sales Manager/Merchandising Manager	10-15	2,000	3,000
Senior Merchandiser	5-10	1,400	2,500
Merchandiser	3-5	800	1,100
Product Development Manager	7-15	1,800	3,500
Furniture/Product Engineer	3-7	1,000	1,500
QA/QC Manager	7-15	2,000	3,000
QA/QC Supervisor	4-7	900	1,500
QC/QC Staff	1-3	500	800

# Manufacturing



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## SPECIAL SECTORS

### GARMENT/Footwear

Sourcing Manager	10-15	2,500	4,000
Sales Manager/Merchandising Manager	7-15	2,000	3,000
Product/Sample Development Manager	8-10	2,000	3,000
Product/Sample Development Executive/Developer	4-7	700	1,100
QA/QC Manager	5-10	2,000	3,000
QA/QC Supervisor	3-5	900	1,500
QA/QC Staff	1-3	500	800
Planning Manager	5-10	2,000	3,500
Pattern Maker Manager	5-10	1,500	2,000
Pattern Maker	4-7	500	800
Senior Merchandising Manager	5+	2,500	4,000
Merchandising Manager	5+	2,000	3,000
Merchandising Supervisor	5+	1,000	1,500
Merchandising Staff	3-5	700	1,000
Footwear Commercialisation Manager	10-15	2,000	4,000

### EXPATRIATE EMPLOYEE

Local Employee Salary + (20% to 50%)

# Manufacturing

Hanoi 

JOB TITLES	EXPERIENCE (YEARS)	MIN	MAX
<b>MANUFACTURING</b>			
Senior Technical Manager	5+	3,500	5,000
Technical Manager	3-5	2,000	3,500
Shift Leader / Senior Technician	5+	900	1,200
Technician	3-5	600	900
Operator	5-10	350	500
Production Director (Expat)	5-10+	6,000	8,000
Production Director	10-15	4,000	7,000
Production Manager	5-10	2,000	4,000
Production Supervisor	3-5	1,200	2,000
Production Staff	3-5	600	900
Process Engineer	2-5	600	1,300
Project Manager (Expat)	7-10+	4,000	8,000
Project Manager	7-10+	3,000	5,000
Assistant Project Manager	3-5	1,500	2,500
Maintenance Manager	5-10	1,500	3,500
Facilities Manager	5-10	1,500	3,500
Process Manager	5-10	1,500	3,500
Operational Excellence / Continuous Improvement Manager	5-10+	2,500	5,000
HSE Manager	10-15	2,000	5,000
HSE Supervisor	5-10	1,500	2,500

# Manufacturing

Hanoi



## JOB TITLES

## EXPERIENCE (YEARS)

## MIN

## MAX

### MANUFACTURING

QA/QC Manager	5-10	2,000	3,500
QA/QC Supervisor	3-5	1,000	2,000
QA/QC Staff	1-3	600	800
Factory / Plant Director (Expat)	10+	6,000	12,000
Factory / Plant Director	15-20	4,000	10,000
Factory / Plant Manager	10-15	3,500	6,000
Plant Engineering Director	10-15	4,000	8,000
Plant Engineering Manager	5-10	2,500	6,000

### TRADING

COMMODITIES				
Branch Manager	5-10	5,000	10,000	
Sales Director	5-10	3,000	6,000	
Sales Manager	5-10	1,500	3,000	
Product Manager	3-5	1,000	2,000	

# Manufacturing

Hanoi 

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## TRADING

### CHEMICAL/PLASTIC

JOB TITLES	EXPERIENCE (YEARS)	MIN	MAX
Country Manager (Expat)	5-10	7,000	10,000
Country Manager	7-10	4,000	7,000
Sales Director	7-10	3,000	5,000
Sales Manager	5-7	2,000	3,500
Sales Executive	1-5	500	1,500
Key Account Manager	5-10	2,000	3,000
Technical Service Manager	7-10	2,500	3,500
Lab Manager	5-10	2,000	3,000
Lab Supervisor	3-5	1,000	1,500
R&D Manager	5-10	2,000	3,000
R&D Supervisor	3-5	1,500	2,000
R&D Staff	1-3	500	1,000

### ELECTRICAL/ELECTRONIC

JOB TITLES	EXPERIENCE (YEARS)	MIN	MAX
Country Manager (Expat)	5-10	7,000	10,000
Country Manager	5-10	5,000	7,000
R&D Manager	5-10	3,000	5,000
Sales Director	5-10	3,500	5,000
Sales Manager	5-10	3,000	4,000
Sales Engineer/Technical Sales Engineer	2-5	800	1,500

# Manufacturing

Hanoi 

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## TRADING

### ELECTRICAL/ELECTRONIC

Technical Service Manager	5-10	2,500	3,500
Technical Service Engineer	2-5	800	1,500
Account Manager	5-10	2,000	3,000

### MACHINERY/AUTOMOTIVE

Country Manager (Expat)	5-10	7,000	10,000
Country Manager	5-10	4,000	6,000
Technical Manager	3-10	2,500	3,500
Technical Engineer	2-3	500	1,000
Field Service Manager	3-10	2,500	3,500
Senior Field Service Engineer	5-10	1,000	1,500
Field Service Engineer	2-5	500	1,000
After-Sales Director	5-10	3,000	4,000
After-Sales Manager	3-5	2,500	3,500
After-Sales Supervisor	3-5	1,000	1,500
After-Sales Engineer	1-3	500	1,000
Sales Director	5-10	3,000	4,000
Sales Manager	3-5	2,500	3,500
Sales Supervisor	3-5	1,000	1,500
Sales Executive	1-3	500	1,000

# Manufacturing

Hanoi 

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## ENERGY/HEAVY INDUSTRIAL

General Director	10+	7,000	10,000
Project Development Manager	5-10+	3,000	6,000
Project Manager	3-5	2,500	5,000
Technical Manager	5-10+	2,500	5,000
Project Coordinator Assistant	5-10+	2,000	3,000
Site Manager	5-10+	3,000	5,000
Site Engineer	3-5	1,500	2,000
Plant Operation Manager	5-10+	3,000	4,000
Procurement Manager	5-10+	2,000	3,500
Procurement Staff	3-5	1,000	1,500

## SPECIAL SECTORS

FURNITURE				
Chief Representative	10-15	3,000	5,000	
Sourcing Manager	5-10+	1,800	3,000	
Sales Manager	5-10+	1,500	3,000	
QA/QC Manager	5-10+	1,500	3,000	
QA/QC Supervisor	3-5	800	1,500	
Packaging Manager	5-10+	1,300	2,500	
Finishing Manager	5-10+	1,300	2,500	
Finishing Supervisor	3-5	800	1,300	

# Manufacturing

Hanoi 

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## SPECIAL SECTORS

### GARMENT/FOOTWEAR

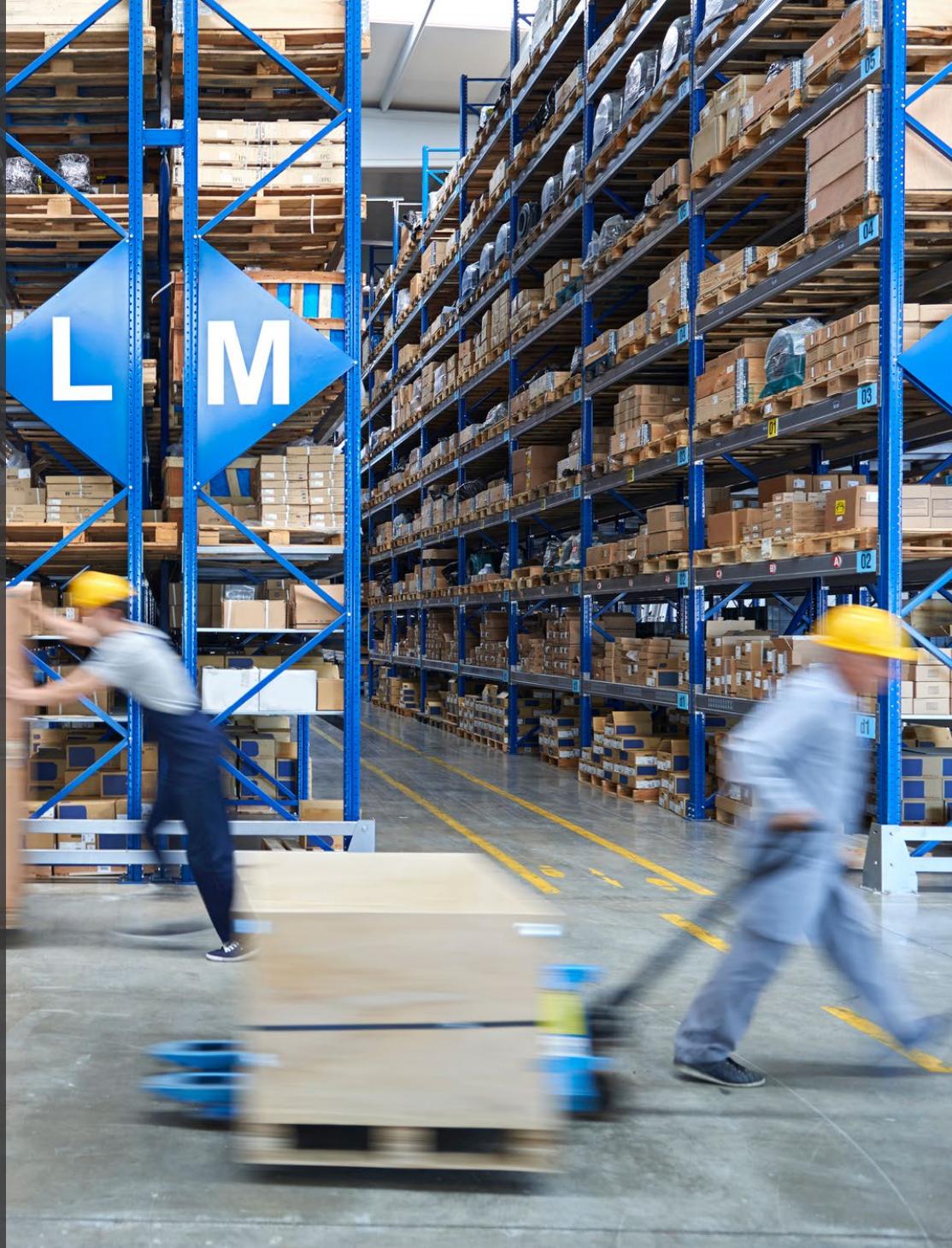
JOB TITLES	EXPERIENCE (YEARS)	MIN	MAX
BDM/Marketing Manager	5+	2,000	3,500
Technician Manager	5-10	2,000	4,000
Sourcing Manager	5-10	2,000	3,000
QA/QC Manager	5-10	1,500	3,000
QA/QC Supervisor	3-5	1,000	2,000
QA/QC Staff	1-3	700	1,000
Planning Manager	5-10	2,000	3,500
Pattern Maker Manager	5-10	1,500	2,000
Pattern Maker	5+	600	900
Senior Merchandising Manager	10+	2,000	4,000
Merchandising Manager	5-10	2,000	3,000
Merchandising Supervisor	5+	1,000	1,500
Merchandising Staff	3-5	600	1,000
Sample Manager	5-10	1,000	2,000
Cutting Manager	5-10	1,000	2,000
Lab Manager	5-10	1,800	3,000
Product Development Manager (Expat)	10-15	4,000	6,000
Product Development Manager	8-10	3,000	5,000
Dyeing Manager	5-10	2,000	3,000
Inspector	5+	900	1,200

# Supply Chain

According to VLA's statistics, Vietnam currently has about 30,000 enterprises in the field of Logistics & E-logistics, which include 4,000 foreign enterprises. The industrial and logistics activities in Ho Chi Minh City, Binh Duong, Dong Nai, Ba Ria-Vung Tau, Mekong Delta and South Central provinces suffered the most from the Covid-19 impact.

Businesses have to use technology and robots to reduce human labor, and this causes a decrease in job openings. On the other hand, employees are leaving the labor market, as they experience SOP-fatigue. Thus, there is a shortage of Talents and it requires more time and effort to recruit, train and retain a new workforce as compared to pre-COVID time.

Vietnam's logistics industry is expected to grow in 2021 as the global economy recovers. Hence, businesses will plan for future recruitment needs and employees need to be equipped with relevant skills.



# Supply Chain



Ho Chi Minh City

JOB TITLES	EXPERIENCE (YEARS)	MIN	MAX
<b>FUNCTIONAL</b>			
<b>CUSTOMER SERVICE LOGISTICS</b>			
Order Process Management/ Customer Service Logistics Officer	3-6	600	1,500
Order Process Management/ Customer Service Logistics Manager	5-10	1,100	4,000
<b>PURCHASING</b>			
Purchasing/Sourcing/Procurement/ Buyer Officer	2-5	500	1,500
Purchasing/Sourcing/Procurement/ Buyer Manager	5-10	1,200	5,000
<b>SYSTEM</b>			
ERP/SAP Implementation Leader	2-10	1,000	3,500



Hanoi

EXPERIENCE (YEARS)	MIN	MAX
3-6	700	1,500
5-10	1,500	4,000
2-5	600	1,500
5-10	1,500	3,000
2-10	1,000	3,500

# Supply Chain



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

## FUNCTIONAL

### PLANNING

Supply Planning/ Production Planning Officer	1-5	600	1,500	
Supply Planning/ Production Planning Manager	5-15	1,500	5,000	
Demand Planning Officer	1-5	600	2,000	
Demand Planning Manager	5-10	1,000	5,000	
Logistics Planning Officer	2-5	600	2,000	
Logistics Planning Manager	5-15	1,200	3,500	
Material Planning Manager	5-12	1,200	4,500	
Supply Chain Planning Officer	3-5	800	2,000	
Supply Chain Planning Manager	5-15	2,000	10,000	

### LOGISTICS

Logistics Officer	2-5	600	1,500	
Logistics Manager	5-10	1,200	4,000	

### SUPPLY CHAIN

Supply Chain Officer	2-5	600	1,500	
Supply Chain Manager	5-15	1,200	6,000	

### WAREHOUSE

Warehouse Officer	2-5	600	1,500	
Warehouse Manager	5-15	1,200	3,000	
Inventory Officer	1-5	600	1,000	
Inventory Manager	5-10	1,200	2,000	



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

	1-5	700	1,500
	5-15	1,500	4,000
	1-5	600	2,000
	5-10	1,500	4,000
	2-5	700	2,000
	5-15	1,200	3,500
	5-12	1,500	4,500
	3-5	800	2,000
	5-15	2,000	7,000
	2-5	600	1,500
	5-10	1,300	4,000
	2-5	700	1,500
	5-15	1,500	7,000
	2-5	500	1,200
	5-15	1,200	3,500
	1-5	500	1,000
	5-10	1,000	2,000

# Supply Chain



*Ho Chi Minh City*

JOB TITLES	EXPERIENCE (YEARS)	MIN	MAX
<b>FUNCTIONAL</b>			
<b>WAREHOUSE &amp; LOGISTICS</b>			
Warehouse & Logistics Officer	2-5	700	1,500
Warehouse & Logistics Manager	5-10	1,200	3,000
<b>TRANSPORTATION</b>			
Transportation Officer	2-5	500	1,200
Transportation Manager	5-10	1,200	2,500
Fleet/Delivery Officer	1-5	500	1,000
Fleet/Delivery Manager	5-10	1,000	2,500
<b>DISTRIBUTION</b>			
Distribution Center Officer	2-5	600	1,000
Distribution Center Manager	5-15	1,200	3,500
<b>CONSULTING</b>			
Supply Chain Consultant	2-5	1,000	3,000
Supply Chain Managing Consultant	5-10	1,500	6,000
Customs & International Trade Consultant	3-5	1,000	2,000
Customs & International Trade Managing Consultant	5-10	1,500	5,000
<b>IMPORT EXPORT/ CUSTOMS</b>			
Import Export Officer/Customs Officer	2-5	600	1,500
Import Export Manager/Customs Manager	5-10	1,000	3,000



EXPERIENCE (YEARS)	MIN	MAX
2-5	700	1,500
5-10	1,300	3,000
2-5	500	1,200
5-10	1,300	3,000
1-5	500	1,000
5-10	1,200	2,500
2-5	600	1,000
5-15	1,300	4,000
N/A	N/A	N/A
2-5	600	1,300
5-10	1,500	3,500

# Supply Chain



*Ho Chi Minh City*

JOB TITLES	EXPERIENCE (YEARS)	MIN	MAX
<b>LOGISTICS SERVICES</b>			
<b>LOGISTICS</b>			
Logistics Officer	2-5	600	1,500
Logistics Manager	3-15	1,200	4,000
<b>WAREHOUSE</b>			
Warehouse Officer	2-5	500	1,500
Warehouse Manager	5-10	1,200	3,000
Warehouse Supervisor	3-5	900	1,200
Contract Logistics Operation Manager	5-10	2,000	4,000
Warehouse Solution Manager	5-10	2,000	3,500
Warehouse Implementation Manager	5-10	2,000	3,500
<b>TRANSPORTATION</b>			
Transportation/Delivery Officer	2-5	600	1,500
Transportation/Delivery Manager	5-10	1,200	3,000
Route Design Manager	5-12	1,200	3,000
<b>CUSTOMER SERVICE LOGISTICS</b>			
Customer Service Officer	2-5	600	1,500
Customer Service Manager	5-12	1,200	4,000
<b>CUSTOMS</b>			
Customs Officer	2-5	600	1,100
Customs Manager	5-10	1,000	3,500
Cross Border Manager	5-15	1,000	5,000
Air/Sea Freight/International Freight Forwarding Officer	2-5	600	1,100
Air/Sea Freight/International Freight Forwarding Manager	5-10	1,000	3,000

Salary Range (per month) – Unit: USD



*Hanoi*

EXPERIENCE (YEARS)	MIN	MAX
2-5	600	1,000
3-15	1,300	3,000
2-5	500	1,000
5-10	1,700	2,500
3-5	900	1,200
5-10	1,800	4,000
5-10	2,000	3,000
5-10	2,000	3,000
2-5	500	1,000
5-10	1,500	2,300
N/A	N/A	N/A
2-5	400	750
5-12	1,500	2,300
2-5	400	700
5-10	1,500	2,200
5-15	2,000	2,800
2-5	400	750
5-10	1,500	2,500

# Supply Chain



*Ho Chi Minh City*

JOB TITLES	EXPERIENCE (YEARS)	MIN	MAX
<b>LOGISTICS SERVICES</b>			
<b>OPERATION</b>			
Operation Officer	2-5	500	1,100
Operation Manager	5-10	1,200	3,000
<b>IMPROVEMENT</b>			
Process Innovation/Excellence/Improvement Officer	2-5	800	1,500
Process Innovation/Excellence/Improvement Manager	5-10	1,500	3,000
<b>SALES</b>			
Sales/Business Development Officer	3-5	600	1,200
Sales/Business Development Manager	5-10	1,200	3,000
Key Account Manager	5-10	1,300	3,000
Commercial Director	5-15	1,800	5,000
<b>BRANCH</b>			
Branch Manager	5-10	1,500	3,000
<b>DISTRIBUTION CENTER/ HUBS</b>			
Distribution Center Officer	2-5	600	1,500
Distribution Center Manager	5-10	1,200	3,000
<b>SHIPPING</b>			
Shipping Manager	5-10	1,200	2,000



*Hanoi*

EXPERIENCE (YEARS)	MIN	MAX
2-5	600	1,000
5-10	1,700	3,000
N/A	N/A	N/A
N/A	N/A	N/A
3-5	550	1,100
5-10	1,500	2,500
5-10	1,200	2,200
10-15	2,500	3,500
5-10	2,200	5,000
2-5	600	1,000
5-10	1,500	3,500
N/A	N/A	N/A

# Japanese Speaking

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The friendly Japan-Vietnam relations become stronger over the years. Japan-Vietnam relations are important for mutual benefits - whether in the aspect of economy, politics or cultural exchange. The number of Japanese companies expanding into Vietnam is expected to increase in the future.

Although it will take some time for the economy to recover to pre-pandemic level, the strong partnerships between both governments indicate that businesses will continue to operate as usual. The demand for Japanese-speaking professionals, as well as professionals who are familiar with the Japanese market and culture will continue to grow. Such Talents are needed to facilitate the trade ties for cross-border businesses.



# Japanese Speaking

## TOP 5 In-demand Skills



Punctuality



Cooperativeness



Process-oriented



"Ho-Ren-So"  
(Inform, Contact,  
Discuss)



Respect for  
Seniors

### Ho Chi Minh City



JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

#### MANUFACTURING

Technical Staff	1-3	600	1,000
Technical Manager	5-10	1,500	2,500
QA/QC Staff	1-3	500	1,000
QA/QC Manager	5-10	2,000	2,500
Production Manager	5-10	2,000	2,500
Assistant Production Manager	3-5	1,200	2,000
Equipment Maintenance Staff	1-3	500	1,000

#### INFORMATION TECHNOLOGY

Programmer Leader	3-5	2,300	4,500
Programmer Manager	5-10	2,800	5,000
Mobile Team Leader	3-5	2,300	4,500
Engineering	1-3	1,200	2,500
Operator	1-3	1,200	1,800
Communicator	1-3	1,000	1,500

### Hanoi



EXPERIENCE (YEARS)

MIN

MAX

1-3	600	1,000
5-10	1,200	2,000
1-3	600	1,000
5-10	1,200	2,000
5-10	1,200	2,000
3-5	1,000	1,500
1-3	600	1,000

3-5	1,500	4,000
5-10	2,000	5,000
3-5	1,500	4,000
1-3	1,000	2,000
1-3	1,000	1,500
1-3	1,000	1,500

## Japanese Speaking



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

### TRADING

Support Project Manager	N/A	N/A	N/A
Sales Manager	3-10	2,000	3,500
Sales Staff	1-3	500	1,200
Market Research Staff	1-3	600	1,200
Logistics Staff	1-3	600	1,200

### GENERAL AFFAIRS POSITIONS

General Affairs Staff	1-3	600	1,500
General Affairs Manager	3-10	1,500	2,500
Assistant to Manager	1-5	1,000	1,500
Interpreter/Translator	1-5	600	1,500



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

N/A	N/A	N/A
3-10	1,500	3,000
1-3	600	1,200
1-3	600	1,200
1-3	600	1,000

1-3	600	1,000
3-10	1,200	2,500
1-5	700	1,500
1-5	600	1,500

## Japanese Speaking



*Ho Chi Minh City*

JOB TITLES

EXPERIENCE (YEARS)

MIN

MAX

### NATIVE JAPANESE POSITIONS

#### SALES POSITIONS

Staff	0-3	1,500	2,500
Assistant Manager	3-5	2,000	3,000
Manager	5+	2,500	5,000

#### PRODUCTION CONTROL/QC POSITIONS

Staff	0-3	2,000	2,500
Assistant Manager	3-5	2,500	3,500
Manager	5+	3,000	6,000

#### IT/WEB POSITIONS

Staff	1-3	1,800	3,000
Assistant Manager	3-5	2,500	3,500
Manager	5+	3,000	5,000

#### FINANCE

Staff	1-3	2,000	3,000
Assistant Manager	3-5	2,500	3,500
Manager	5+	3,000	5,000

#### OTHERS

Accounting Manager	5+	3,000	5,000
Customer Service	0-3	1,500	2,500



*Hanoi*

EXPERIENCE (YEARS)

MIN

MAX

0-3	1,500	2,500
3-5	2,000	3,000
5+	2,500	5,000

0-3	2,000	2,500
3-5	2,500	3,500
5+	3,000	6,000

1-3	1,800	3,000
3-5	2,500	3,500
5+	3,000	5,000

1-3	2,000	3,000
3-5	2,500	3,500
5+	3,000	5,000

5+	3,000	5,000
0-3	1,500	2,500



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